

DEVELOPMENTAL DISABILITIES RESOURCE BOARD

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February 13, 2006

Ms. Pam Mason
Office of Clay Co. Clerk
One Courthouse Square - Adm. Bldg.
Liberty, MO 64068

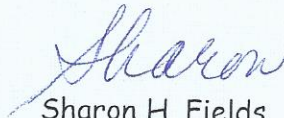
Dear Pam:

Enclosed is a copy of meeting minutes approved at the 1/31/2006 board meeting:

November 29, 2005 - Regular Board Meeting

Thanks for your help in placing these minutes in your files.

Sincerely,



Sharon H. Fields
Director

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**MINUTES OF
DEVELOPMENTAL DISABILITIES RESOURCE BOARD
OF CLAY COUNTY**

November 29, 2005

The November meeting of the Developmental Disabilities Resource Board of Clay County was called to order at approximately 7:00 p.m. at the executive office, 920 S. Kent, Liberty, Missouri by Glynda Jacobson, Chairman.

Present were: Gail Brown, Gerald Gorman, Norman Guettermann, Glynda Jacobson, Lorry Kelly and Mary Olshefski. Karla Duff-Mallams, Steve Elliott and Janey Taylor were excused from the meeting. Also present was Sharon Fields, Director.

Guests present and signing in:

Chuck Wheeler	Kansas City Regional Center
Jill Bartlett	Northland Early Education Center
Lisa Chomor	Immacolata Manor
Barbara Griggs	Concerned Care
Wendy Witcig	Triality
James Landrum	TNC Community
Sandy Degase	Immacolata Manor
Jennifer Lewis	Triality
Jim Huffman	Concerned Care
Jerry Tindall	Vocational Services

**ANNOUNCEMENTS / INTRODUCTIONS / CORRESPONDENCE: Agencies
Correspondence:**

- TNC Community Newsletter: Fall 2005
- Jewish Vocational Service Newsletter: Fall 2005

Glynda and Jill Bartlett of Northland Early Education Center attended a presentation sponsored by the Down Syndrome Guild which was very educational and inspiring.

APPROVAL OF THE MINUTES

Lorry moved and Mary seconded that the minutes of the Tuesday, October 25, 2005 Closed Board Meeting be approved. The motion passed unanimously.

Lorry moved and Mary seconded that the minutes of the Tuesday, October 25, 2005 Regular Board Meeting be approved. The motion passed unanimously.

TREASURER'S REPORT

As of October 31, cash assets were \$455,414.06 in checking, \$1,845,090.06 in long-term investments and \$1,749,819.22 in short-term investments for a total in checking/savings of \$4,050,323.34. Total assets were \$5,668,833.49. Total liabilities and equity were \$5,668,833.49. Income for the month of October was \$48,343.95. Total expenses for the month of October were \$449,759.18. October expenses in excess of income were \$411,472.23. Year-to-date income was \$4,422,852.09. Year-to-date expenses were \$3,092,574.37. Total year-to-date income was \$1,291,764.72.

Mary moved and Lorry seconded that the Treasurer's Report be approved as read.
The motion passed unanimously.

EXECUTIVE SECRETARY'S REPORT

Sharon corrected the Christmas and New Year's holiday schedule. The office will be closed for Christmas on Friday, December 23 and Monday, December 26 and for New Year's on Monday, January 2. This follows the holiday schedule that will be observed by our agencies. The MACDDS conference for next year will be held on October 19-20, 2006. The old phone system was removed, phone lines were connected directly to the incoming panel and off-the-shelf phones were purchased since the last meeting. This was necessary since the old system was obsolete.

COMMITTEE REPORTS:

Executive Committee

Glynda thanked Gerald for his service on the board; his inputs have been very helpful.

Finance Committee

The Finance Committee did not meet prior to the Board meeting.

Review Financial Requests

Bruce Culley submitted an invoice for \$4,000 to cover the 2004 financial audit. The price increased over last year due to the extra work on GASB34 requirements. The money would be taken from #5040 Board Consultants.

Norman moved and Gerald seconded that the Board approve payment to Bruce Culley in the amount of \$4,000 for the 2004 financial audit. Voting yes: Gail, Gerald, Norman, Glynda, Lorry and Mary. The motion passed.

The Board has not received an invoice from Brian Klopfenstein for legal counsel services in 2005. The money will be taken from #5040 Board Consultants when payment is requested.

Approval of Minutes: 11/7/05 Finance Committee Meeting

Mary moved and Gerald seconded that the minutes of the Monday, November 7, 2005 Finance Committee Meeting be approved. The motion passed unanimously.

Approval of CY06 Funding: Agencies and DDRB

The Finance Committee met on Monday, November 7 and made recommendations for full Board consideration. The budget spreadsheet was revised after 11/7 to include the \$1,600 maximum amount to be paid by the Board for CARF conferences in 2006.

Lorry recommended one change to the budget before board approval. She suggested removing the \$820 popcorn maker at Triality because it did not have any therapeutic or administrative purpose. Another source of revenue would be more appropriate for that type of item.

Lorry moved and Norman seconded that the budget be approved as recommended by the Finance Committee on 11/7/05 with one amendment to remove the \$820 popcorn maker from Triality's budget. There were five yes votes with Gerald opposed. The motion passed.

Review of Proposed Income Carry-Over for 2006

Sharon provided a worksheet showing income received in 2005 over budgeted and an estimate of agency funds that will not be spent for a total of \$418,247 that could be used to cover the \$413,224 budget deficit for calendar year 2006.

Mary moved and Lorry seconded that the Board carry-over income in the amount of \$418,247 into calendar year 2006 to balance the budget. The motion passed.

Research on Estimated Levy Dollars Budgeted vs. Actual

Sharon prepared a spreadsheet showing the comparison of estimated levy income to actual dollars from 1999 to 2005. Also included was an explanation of the various taxes collected and whether or not the DDRB could predict the amount collected.

Residential Services Committee

No report.

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Employment/Training Committee
No report.

Support Services / Transportation Committee
No report.

Long Range Planning Committee
No report.

Property Maintenance Committee
Dan Smith will present the 4th quarter inspection reports at the January 2006 meeting.

OLD BUSINESS:
None.

NEW BUSINESS:

Lorry moved and Mary seconded that the December board meeting be cancelled since the budget was approved. The motion passed unanimously.

COMMUNICATIONS: Guests

The DDRB annual Christmas dinner will be held on Tuesday, December 6, at Stroud's Restaurant beginning at 6:30 p.m.

Lorry thanked Glynda for all her years of service on the board and for acting as Chairman for the past two years.

Northland Early Education Center has been awarded a two-year lease on a 15-passenger van by the Variety Club.

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Concerned Care received a \$7,500 grant from Jewish Heritage Foundation which will be used for insurance premiums and to offset the increased cost of transportation. They also raised approximately \$20,000 on Karl Morris' retirement roast.

Triality received a \$12,000 grant from the SBC Foundation that will be used to upgrade computer technology.

Immacolata purchased a 2004 vehicle to replace a 1990 vehicle with some of the proceeds from their annual motorcycle ride.

Gerald thanked all Clay County providers that make it possible for this Board to function.

As there were no further discussions, the meeting was adjourned at approximately 7:20 p.m.

Respectfully submitted,

Mary Olshefski
Secretary